

Manchester School District, SAU #37

Human Resources Department

195 McGregor Street, Suite 201, Manchester, NH 03102
Phone: 603-624-6300 ~ Fax: 603-628-6229
www.mansd.org

POSITION: **HIGH SCHOOL SPECIAL EDUCATION COORDINATOR**
(Affiliated with the Coordinators and Directors Union)

POSTED DATE: Applications accepted until position filled

QUALIFICATIONS:

- BA/BS, M.Ed or MA Degree preferred in Special Education field (special education, learning disabilities, emotional behavioral disorders)
- NH certification in Special Education (e.g. general special education, learning disabilities)
- Experience working in special education

MAJOR RESPONSIBILITIES:

Assists the Assistant Superintendent and Assistant Director of Student Services in the daily management of District-wide Special Education Programs to meet the needs of the identified, at risk and about to be identified students of the Manchester School District.

SALARY: Per Collective Bargaining Unit

CONTRACT YEAR: 230 days

EFFECTIVE DATE: Immediately

APPLICATION PROCEDURE:

Send completed application (print from our website, www.mansd.org), with letter of interest, resume, transcripts, copy of NH certification, and three recent letters of recommendation to:

Job Code SPEDCOORD10/11
Human Resources Office
Manchester School District
195 McGregor Street, Suite 201
Manchester, NH 03102
Fax: 628-6229